



Triathlon Canada National Age Group Event
Hosting Bid Guidelines

Table of Contents

1. Introduction 3

2. Key Terminology..... 3

3. Age Group National Championships..... 4

 3.1 BACKGROUND 4

Table 1. Age Group National Championship Events..... 4

 3.2 FORMAT REQUIREMENTS 4

Table 2. Age Group Race Distances & Preferred Formats..... 5

 3.3 HOSTING FEES 5

 3.4 TECHNICAL PROGRAM FEES..... 6

Table 3. National Championship Technical Program..... 7

 3.5 BID PROCESS 7

 3.6 BID REQUIREMENTS..... 8

4. Age Group World Championship Qualification Races..... 9

 4.1 BACKGROUND 9

Table 4. Age Group World Championship Qualification Events..... 10

 4.2 FORMAT REQUIREMENTS 10

 4.3 ROLL DOWN PROGRAM 10

 4.4 HOSTING FEES 11

Table 4. Age Group World Championship Qualification Spot Fees 11

 4.5 TECHNICAL PROGRAM FEES..... 11

 4.6 BID PROCESS 11

Appendix A – Triathlon Canada Bid Submission Template 12

Appendix B – Triathlon Canada Bid Assessment Criteria 14

1. Introduction

Triathlon has a rich history in Canada at all levels of the sport, and our events are at the core of this tradition of excellence. Exposure to the sport and the amazing community of triathletes across the country is driven first by our grassroots races. This strong foundation has set the stage for some of the largest triathlon events in the world to come to Canada and establish themselves as staples in the world-wide triathlon community. In tandem, this full spectrum of events has created the pathway for our athletes to achieve successes that continue to inspire us all.

Triathlon Canada's core mandate is Olympic & Paralympic pathway – providing opportunities for athletes to transition from community programs into the high-performance streams and achieve success at the highest levels of competition. This process begins with grassroots events supported by our Provincial Sport Organizations across the country.

Most Age Group racing falls within the domain of the Provincial Sport Organizations. They oversee the safety and fairness of these races through the provincial event sanctioning processes. There are two domestic portfolios of events Triathlon Canada oversees on behalf of the Age Group community. These are the:

- » Age Group National Championship program, and
- » Age Group World Championship Qualification Program
- » Age Group World Championship Hosting Program

The following document provides detailed information on these events as well as the process for bidding to host. Some of the benefits LOCs can expect to realize as a result of hosting include:

- » An improved sponsorship offering
- » National exposure for your event
- » Increased event activities
- » Attraction of new competitors to your events
- » Increase in number of competitors participating in your event from outside of your region
- » Stronger community engagement and support for your event
- » Development of a stronger local volunteer base and improved capacity to host national and international events

2. Key Terminology

- » **Age Group Athlete:** Encompasses all athletes competing in designated age categories on the community pathway, which is inclusive of small local events through to age group World Championships.
- » **Open Para Triathlete:** Age Group athletes who identify with a disability and compete in para triathlon events that do not require classification.
- » **Local Organizing Committee (LOC):** is the host event operations team.
- » **National Sport Organization (NSO) / National Federation (NF):** is Triathlon Canada.
- » **Provincial Sport Organization (PSO):** is the provincial governing body for the sport for a given province.
- » **World Triathlon (TRI):** World Triathlon is the international governing body for the sport of triathlon, inclusive of all multisport disciplines.

3. Age Group National Championships

3.1 BACKGROUND

Age Group National Championship events are typically awarded on a two-year hosting agreement. The intent is to alternate every two years between eastern and western host cities. Race Organizers with the capacity to host multiple disciplines will be given priority, however, there is flexibility to select one or more event types. Information on each event is provided below. Aligned disciplines have been grouped together and should be hosted together as a minimum package.

The long-term goal for Age Group National Championship events is to have 2-3 festival-format competitions that include multiple race disciplines. The offer would ideally include a comprehensive program of racing opportunities as well as social and family activities.

Traditionally the split of events has fallen along the “triathlon” and “multisport” lines. However, this is not required. The mixing and matching of triathlon and multisport events creates an opportunity for participants to try something new and engage with the sport in a different way. Many of the multisport disciplines are still relatively unestablished in Canada, so there is high potential for growth.

Table 1. Age Group National Championship Events

PRIORITY	QNTY	EVENT TYPE	AVAILABILITY	BID DEADLINE
TRIATHLON				
1	1	National Standard Triathlon Championships	2024	September 30, 2023
1	1	National Sprint Triathlon Championships National Open Para Triathlon Championships	2024	September 30, 2023
2	1	National Super Sprint Triathlon Championships National Mixed Relay Championships	2024	September 30, 2023
MULTISPORT				
1	1	National Cross Triathlon Championships National Cross Duathlon Championships	2024	September 30, 2023
1	1	National Long Distance Triathlon Championships National Long Distance Aquabike Championships	2024	September 30, 2023
1	1	National Standard Duathlon Championships National Sprint Duathlon Championships	2024	September 30, 2023
2	1	National Aquathlon Championships	2024	September 30, 2023

3.2 FORMAT REQUIREMENTS

Age Group National Championship events are available in all Age Group World Championship event categories. All Age Group National Championship events must be held using 5-year age categories except for the Team Relay which is typically in 10-year age categories. The following table outlines required course distances, preferred formats, and the minimum age requirements for each event type.

Table 2. Age Group Race Distances & Preferred Formats

	Distances & Preferred Format			
TRIATHLON	Swim	Bike	Run	Min. Age
Mixed Relay*	250 to 300m 1 lap	5 to 8km 1 lap	1.5 to 2km 1 lap	15
Super Sprint Triathlon	250 to 500m 1 lap	6.5 to 13km 1 lap	1.7 to 3.5km 1 lap	15
Sprint Triathlon*	Up to 750m 1 lap	Up to 20km 1-2 laps	Up to 5km 1-2 lap	16
Para Triathlon**	Up to 750m 1 lap	Up to 20km 1-2 laps	Up to 5km 1-2 laps	16
Standard Triathlon	1500m 1-2 Laps	40km 1-2 laps	10km 1-2 laps	18
Long Distance Triathlon	3000 to 4000m	91 to 200km 1-4 laps	22 to 42.2km 1-4 laps	18
CROSS TRIATHLON	Swim	Mountain Bike	X-Country Run	
Standard Cross Triathlon	1000m to 1500m 1 lap	20 to 30km 1-2 laps	6 to 10km 1-2 laps	18
DUATHLON	Run	Bike	Run	
Sprint Duathlon*	5km 1 lap	20km 1 lap	2.5km 1 lap	16
Standard Duathlon	5 to 10km 1-2 laps	30 to 40km 1-2 laps	5km 1 lap	18
Standard Cross Duathlon	6 to 8 km	20 – 25km (mountain)	3-4km (trail)	18
AQUATHLON***	Run	Swim	Run	
Standard Aquathlon	2.5km 1 lap	1000m 1-2 laps	2.5km (5km) 1 lap	16
AQUABIKE	Swim	Bike		
Long Distance Aquabike	1000 to 4000m 1-2 laps	100 to 200km 1-4 laps		18
Standard Aquabike	1500m 1-2 laps	40km 1-2 laps		18

*Mixed Relay, Sprint Triathlon & Sprint Duathlon are draft-legal events for the World Championships. A draft-legal course is preferred but not required as the road closures can be prohibitive to hosting.

**Para Triathlon for the age group community consists of “open” categories. This means that paratriathletes all race in a single wave. Classification is the process through which paratriathletes are organized into more specific competition classes. This is only required for elite paratriathletes who would like to race at the continental-level or higher (See Appendix C)

***In Canada we typically compete over the “cold water” aquathlon format. This means that athletes DO NOT complete the first run and instead begin with the swim distances provided. The final run then becomes the longer distance provided in brackets.

For more information on race disciplines:

- [Click Here for Triathlon](#)
- [Click Here for Para Triathlon](#)
- [Click Here for Multisport](#)

3.3 HOSTING FEES

PLEASE NOTE: The costs outlined in this section are projections only for the purposes of establishing a baseline for budgeting and ability to host. These fees may adjust from year to year, and the final cost structure will be determined in the formal hosting agreement between the LOC, the PSO and Triathlon Canada taking into consideration the final format of the race inclusive of the number of events hosted and days required.

The base hosting fee for a National Championship event is \$3,000. The hosting fee is scaled depending on the event or package of events included in the application. As part of the hosting package, Triathlon Canada provides:

- » Three (3) Age Group World Championship qualification spots per discipline
- » Medals for all categories (top 3 male/female, open para, non-binary)
- » A branding package (flags, finish line tape)
- » A kit of branded vests for Technical Officials
- » National promotion of the event

A deposit consisting of 50% of the base fee must accompany a signed agreement for an accepted bid. Addition to the Triathlon Canada event calendars will not be completed until payment is received. It is strongly recommended that LOC's, along with their sanctioning PSO, submit an Expression of Interest and discuss any potential application with Triathlon Canada prior to submitting a formal bid application.

Hosting Fees are used to offset some of the costs incurred by Triathlon Canada for the provision of:

- » National Technical Officials Program (Education, Administration and Development)
- » Event management support and guidance
- » Event branding materials
- » Triathlon Canada legacy and development programs

3.4 TECHNICAL PROGRAM FEES

Technical Officials are required to ensure a safe and fair competition. Their role is to apply the competition rules, monitor the course, and support the event operations team in delivering a safe and fair competition. The number of required Technical Officials depends on the number of events, number of participants, and layout of the course. For age group events this can range from approximately 6 to 14 positions.

The Technical Officials program is organized through the sanctioning PSO. Each PSO has an established rate card for technical officials which includes an honorarium, per diem, and travel expenses. The intent is to use local officials as much as possible to keep the overall cost of the program down. The exception to this is for the role of the leadership team, and in particular the "Technical Delegate". For information on the overall program fees please connect with your PSO. A table has been provided below as a ballpark for the leadership and potential out of province (OOP) roles.

Accommodation for some technical officials is also required. Many LOCs manage the accommodation component through partnerships with their host cities or hotels. A variety of accommodation options are acceptable (hotel, AirBNB, university lodging, billeting etc.), as double-occupancy rooming. Officials may NOT be accommodated in dorm-style hostels or similar. The accommodation plan must be provided to and approved by the sanctioning PSO and Triathlon Canada.

Table 3. National Championship Technical Program

ROLE	LEVEL	ASSIGNED BY	PER DIEM*	HONORARIUM	TRAVEL
NATIONAL CHAMPIONSHIP EVENTS (TRIATHLON CANADA)					
Technical Delegate	NTO+	NSO	\$50/day	\$300	\$600
Assistant Technical Delegate	NTO+	NSO	\$50/day	NA	\$600
Head Referee (OOP)	NTO+	NSO	PSO	PSO	\$150
Chief Race Official (OOP)	NTO+	NSO	PSO	PSO	\$150
Sector Chief (OOP)	NTO+	NSO	PSO	PSO	\$150
Sector Chiefs	PTO+	PSO	PSO	PSO	PSO
Sector Assistants	PTO+	PSO	PSO	PSO	PSO

**Per diems are only paid for meals that are NOT provided by the event. The split for meals is \$10 for breakfast, \$15 for lunch and \$25 for dinner.*

***OOP (out of province) technical officials may be provided a travel stipend of \$150. There is a limited number of OOP positions eligible for support depending on the event format.*

3.5 BID PROCESS

All bids for Age Group National Championship events must follow the process outlined below. Eligibility to host is determined through the provincial event sanctioning process. Only fully sanctioned events with the support of their PSO will be considered. Formal bid documents must be submitted by the PSO.

The bid process has been set up to allow some flexibility in the slate of events offered at a single host venue. Preference is given to applications that include multiple race formats and distances. A full list of National Championship events is provided in **Section 3.1**.

Proposals may include one or more events or disciplines and may be for future or multi-year proposals. Triathlon Canada may award multiple years to one event or set a series of events. All events should, where possible, include an open para triathlon category.

Contact information for Triathlon Canada’s Provincial Sport Organizations can be found here: <https://www.triathloncanada.com/about/provincial-sport-organizations/>

STEP 1: Submit an Expression of Interest (EOI) to Triathlon Canada for review

Expressions of Interest (EOI’s) are welcome at any time. It is strongly recommended that a host LOC and PSO, as a first step, submit an EOI prior to submitting a formal Bid Application. EOI’s will initiate a dialogue with Triathlon Canada staff. It is our goal to work with LOC’s and answer any questions they may have before they decide to take on the formal bid application process. Expressions of Interest and any supporting materials must be submitted electronically in PDF format via email to: events@triathloncanada.com.

STEP 2: Formal bid submission to Triathlon Canada for approval

This requires submission of the appropriate bid form and supporting documents provided/outlined in **Appendix A**. All submissions must come through the sanctioning PSO.

3.6 BID REQUIREMENTS

Bid submissions must meet the following requirements as well as consider the “Bid Assessment” criteria set out in **Appendix B** below.

Bid Terms and Conditions:

LOCs and Sanctioning PSOs must follow these guidelines and requirements when preparing and submitting Bids:

- a) By submitting a Bid, the LOC and sanctioning PSO agree to all the terms and conditions of this document and must comply with any requirements outlined in the applicable Appendices
- b) Statements made in any Bids are considered binding
- c) Bids must be signed by an authorized representative of the LOC and an authorized member of the sanctioning PSO
- d) Late proposals may be refused
- e) Bids must remain firm for 120 days from the Due Date
- f) Bids must clearly state any need for sub-partners, the work they will perform, their names, addresses, telephone numbers, email addresses, and expertise
 - Triathlon Canada will not refuse a Bid based upon the use of sub-partners; however, Triathlon Canada retains the right to refuse the sub-partners the LOC has selected
- g) The LOC, if chosen, shall undertake to indemnify Triathlon Canada and the sanctioning PSO against claims and litigation (including legal fees) related to/arising from the activities of the LOC
- h) The LOC(s) will indemnify and hold harmless Triathlon Canada and its directors, officers, consultants, agents and employees (*“Triathlon Canada Indemnified Parties”*) from and against any and all loss of, or damage to, property, or injuries to, or death of, any person or persons and will defend, indemnify and hold harmless Triathlon Canada Indemnified Parties, or any of them, from any and all claims, damages, suits, costs, expenses, liabilities, fines, obligations, penalties, demands, actions or proceedings of any nature or kind whatsoever (*including, without limitation, legal fees and disbursements*) of or by anyone whatsoever, resulting from, or arising out of, directly or indirectly this Bid
- i) The Sanctioning PSO and LOC, if chosen, shall undertake to disclose any conflicts of interests in the provision of the services as part of the bid process
- j) The Sanctioning PSO and LOC, if chosen, must sign a Hosting Agreement with Triathlon Canada and comply with all requirements outlined in the agreement, including payment of hosting fees in a timely manner
 - This agreement will be negotiated and agreed upon by the LOC, the sanctioning PSO, and Triathlon Canada
 - All requirements in the agreement must be met and adhered to
 - This agreement must be signed before an event will be added to the National calendar

Triathlon Canada reserves the right to and may exercise any or all the following rights and options:

- a) Triathlon Canada will not be liable for any costs or expenses incurred in the preparation of a Bid
- b) Triathlon Canada does not bind itself to accept either the lowest cost proposal or any proposal submitted
- c) Triathlon Canada may, at its discretion and without explanation, at any time choose to discontinue this process without obligation to such prospective LOCs

- d) To reject any and all Bids, to seek additional Bids, to enter into negotiations and subsequently contract with more than one company if such action is in the best interests of Triathlon Canada, and to award or refuse to award a contract on the basis of criteria other than price. Triathlon Canada will not be required to provide reasons for accepting or not accepting any Bid
- e) At its sole discretion to cancel or withdraw this Bid process with or without the substitution of another Bid, to alter the terms and conditions of this Bid (*including, without limitation, extending the times and deadlines referred to in this document*), and to conduct investigations as to the qualifications of each LOC at any time
- f) To alter the proposed implementation schedule at its sole discretion
- g) To not be bound at any time to the acceptance of any Bid and in no way does this invitation to treat process bind Triathlon Canada into any contractual relationship whatsoever.
- h) To contact sanctioning PSOs and/or LOCs to clarify or confirm information or invite LOC's to provide brief presentations, without obligation to other LOCs;
- i) To negotiate with one or more sanctioning PSO and LOC.
- j) To evaluate separately the individual components of each proposal, and decide to contract with each sanctioning PSO and LOC for any such individual component(s)
- k) The selection of any sanctioning PSO and LOC is conditional upon the negotiation and execution of a satisfactory contract between Triathlon Canada, the sanctioning PSO and the LOC. Triathlon Canada will incur no liability to any LOC as a result of these discussions, negotiations or modifications.

Additional LOC Responsibilities:

- » Race Directors must understand the importance of the roles undertaken by Technical Officials in the staging of successful events, ideally having taken NTO training for event organizers
- » Event registration must be offered through the National Triathlon Registration System (NTRS) unless Triathlon Canada approves a different registration system
 - Annual members of all PSOs must be recognized and must not be charged a “day license” fee or equivalent.

4. Age Group World Championship Qualification Races

4.1 BACKGROUND

Canada is allocated 20 spots (per age group, per gender) for all international Age Group World Championship events, and 25 spots if the Age Group World Championship event is held domestically. One “spot” is the equivalent of one spot per age group, per gender for the host event (*i.e., first place athlete in every age group for each gender is eligible to claim a spot*).

Triathlon Canada distributes these spots to the PSOs. Three (3) spots are automatically allocated to Age Group National Championship events. Each province is also automatically allocated one (1) spot in every event type. From there, spots are allocated based on each province's percentage of the national total of adult (16+) annual members. Any unclaimed spots are made available to provinces interested in hosting additional spots in the second round of allocation.

The PSOs then distribute their spots out to events in their region. Any event that wishes to host a qualification spot must apply to their PSO.

Qualification is always done the year PRIOR to a given World Championship event. This means that qualification events held in 2024 are qualifying athletes to the 2025 World Championships.

Table 4. Age Group World Championship Qualification Events

PRIORITY	QNTY	EVENT TYPE	QUAL YEAR	BID DEADLINE
WORLD TRIATHLON CHAMPIONSHIP FINAL (2025: LOCATION TBD)				
1	20	Standard Triathlon	2024	November 30, 2023
1	20	Sprint Triathlon (Draft Legal)	2024	November 30, 2023
1	20	Standard Aquabike	2024	November 30, 2023
1	10	Mixed Relay (Draft Legal)	2024	November 30, 2023
WORLD TRIATHLON MULTISPORT CHAMPIONSHIPS (2025: LOCATION TBD)				
1	20	Standard Duathlon	2024	November 30, 2023
1	20	Sprint Duathlon	2024	November 30, 2023
1	20	Cross Triathlon	2024	November 30, 2023
1	20	Cross Duathlon	2024	November 30, 2023
1	20	Standard Aquathlon	2024	November 30, 2023
1	20	Long Distance Triathlon	2024	November 30, 2023
1	20	Long Distance Aquabike	2024	November 30, 2023

**Relay teams are currently being formed from Sprint Triathlon qualifiers.*

4.2 FORMAT REQUIREMENTS

This program prioritizes national access to qualification events over rigid requirements on format. As much as possible, qualification events should follow the distances and preferred formats outlined in **Table 2**. Where meeting the exact requirements isn't possible, it is preferable for courses to be over-distance rather than under-distance. The purpose of this is to ensure a qualified athlete understands the full demands of the competition prior to attending a World Championship event.

The PSOs are responsible for ensuring spots are allocated to appropriate events in their region. Triathlon Canada maintains final approval for any events that do not meet the standard criteria.

4.3 ROLL DOWN PROGRAM

The “Roll Down” program is the mechanism through which Triathlon Canada ensures Age Group World Championship qualification opportunities are maximized for Canadian athletes. This in turn ensures the value of hosting qualification spots remains high for race organizers regardless of where in the season an event falls.

Roll down allows unclaimed spots to go to the next eligible person on the list. To manage this, Triathlon Canada runs an “Expression of Interest (EOI)” system. Athletes show their intent to claim a spot prior to the race. The results are then matched against a consolidated list of athletes who are racing for a world championship spot. This process effectively prevents those who are uninterested or already qualified from blocking spots.

The EOI window has been set at 3 weeks prior to each event. Athletes interested in racing for a spot register to the EOI listing for the race they plan to qualify in. The cost is \$20 (non-refundable), which helps prevent people of completing EOIs for spots they are unsure they will claim.

Standard Roll-Down Criteria:

- » Spots will be rolled down no more than 8 spots within an age/gender category (*must finish top 8*)

- » All athletes MUST submit an Expression of Interest to be considered for an Age Group World Championship Spot prior to each qualification event
- » All athletes MUST be a provincial member PRIOR to the event to be eligible to claim a spot on the team through automatic qualification OR roll-down

4.4 HOSTING FEES

All Age Group World Championship Qualification Spots are provided directly to the PSOs based on the following rate card. The PSOs are then responsible for distributing spots to their race organizers. Spots are not to be sold to LOCs for more than the original value of the spot.

Each “spot” includes one entry per gender & age category for the given event. “Multisport” spots have been packaged to include all multisport disciplines. This allows the PSOs the flexibility to support hosting of less popular events in their region by scaling the cost per spot within the package to their LOCs. For example, PSOs that have a strong Duathlon program may charge more for those spots to offset the hosting of less popular events such as Aquathlon.

Table 5. Age Group World Championship Qualification Spot Fees

Age Group World Championship Qualification Spots	Per Spot Fee
Standard Triathlon	\$850
Sprint Triathlon	\$850
Multisport Package:	\$850
Long Distance Triathlon	Included in Multisport Package
Cross Triathlon	
Cross Duathlon	
Standard Duathlon	
Sprint Duathlon	
Standard Aquabike	
Long Distance Aquabike	
Aquathlon	

4.5 TECHNICAL PROGRAM FEES

The Technical program is fully organized through the PSO as part of the standard sanctioning process. No special requirements for technical official positions are in place to host an Age Group World Championship Qualification event.

4.6 BID PROCESS

Any event that wishes to host a qualification spot must apply to their PSO. **An application to Triathlon Canada is not required.** Contact information for Triathlon Canada’s Provincial Sport Organizations can be found here: <https://www.triathloncanada.com/about/provincial-sport-organizations/>

Appendix A – Triathlon Canada Bid Submission Template

Please provide this application in an electronic format and email directly to Triathlon Canada’s Community Programs Manager: Christine.Cogger@triathloncanada.com

Referencing an event website or sharing documents through online storage is acceptable in providing support for your bid. Incomplete applications will not be considered. Bids should address all the information requested below. Triathlon Canada has no obligation to consider bids submitted after the due date (*please see the appropriate bid document for deadlines*).

SECTION 1 – CONTACT INFORMATION

PROVINCIAL SPORT ORGANIZATION	
Sanctioning PSO	
PSO Business Address	
PSO Rep Name	
PSO Rep Phone	
PSO Rep Email	
GENERAL EVENT INFORMATION	
Business Name	
Incorporation Number	
Business Address	
RACE DIRECTOR	
Name	
Phone	
Email	

SECTION 2 – EVENT INFORMATION

GENERAL EVENT INFORMATION	
Event Name	
Event Date	
Event Address	
Event Website	

SECTION 3 – EVENTS INCLUDED IN BID (*Please check all that apply*)

EVENT	DISTANCE(S)	BID
NATIONAL CHAMPIONSHIPS		
Age Group Triathlon National Championships		
Age Group Multisport National Championships		

SECTION 4 – COMPETITION CATEGORIES (*Please list all*)

COMPETITION CATEGORIES			
TYPE	DISTANCES	DRAFTING?	PARA CATEGORIES
<i>Sprint Triathlon</i>	<i>750m/20km/5km</i>	<i>Yes/No</i>	<i>Standing (PTS), Wheelchair (PTWC), Visually Impaired (PTVI)</i>

SECTION 4 – REQUIRED DOCUMENTATION

DOCUMENT TYPE	STATUS
Completed Sanctioning Package	
PSO Letter of Endorsement	
Technical Officials Plan	

SECTION 5 – AGREEMENT

The Applicant and Sanctioning PSO, as identified below, hereby offer to host the Event upon the terms and conditions set forth in the document “**Triathlon Canada National Age Group Event Hosting Bid Guidelines**” as well as the **Triathlon Canada Hosting Agreement** to be negotiated and completed by all three parties.

APPLICANT

LOC Representative (Print Name):

Signature

Date (DD/MM/YYYY)

SANCTIONING PSO

PSO Representative (Print Name):

Signature

Date (DD/MM/YYYY)

Appendix B – Triathlon Canada Bid Assessment Criteria

Triathlon Canada will assess bids based on the following criteria:

- » Alignment with Triathlon Canada’s vision, mandate, goals, objectives and strategies (*see [Strategic Plan](#)*)
- » Evidence of strong collaboration among the LOC, technical officials and volunteers to create a safe, fair and fun event for athletes (*from past events or initiatives*)
- » Quality of safety documentation (*risk assessments, emergency planning, etc.*)
- » Demonstrated commitment to event sustainability and long-term development (*equipment/facility/financial legacy, local capacity development, etc.*)
- » Evidence of strong fiscal management
- » Quality of experience and services provided to all participants.
- » Quality of marketing/communication plans and exposure (*social media, sponsorship support*)
- » Supports for regional opportunities and accessibility to participate in the sport of triathlon.
 - Regions, for these purposes, are:
 - West: BC/AB
 - Mid-West: SK/MB
 - Central: ON/QC
 - Atlantic: NFL/PEI/NB/NS
- » Flexibly event date - the major event program is complex and difficult to schedule; bids should provide a level of flexibility where possible

Appendix C – Para Triathlon Categories

There are three categories to be aware of for para events. While open (or age group) para events do not require classification, there are considerations for each category the host event organizers will need to provide to run a successful event. Regardless of the information provided below, it is important to ASK THE ATHLETES what they need when integrating a para competition into your age group race.

Para categories are as follows:

- » Standing Category
- » Visually Impaired Category
- » Wheelchair Category

STANDING CATEGORY

Athletes in the standing category have lower or upper limb limitations. These athletes may use prostheses or other supportive devices in both the run and bike segments. Some athletes also modify their bike to accommodate prostheses. Technical officials typically review any modifications or supportive equipment to ensure the safety of both the athlete and those racing around them.

Some athletes in this category may require assistance at the swim exit and the use of a pre-transition area to swap out supportive devices.

VISUALLY IMPAIRED CATEGORY

Athletes in the visually impaired category include a range from those with partial sight through to those who are fully blind. A guide is mandatory throughout the race. Visually impaired athletes use a tether between the athlete and the guide for the swim and run portions. The bike portion is completed on a tandem bike. Tandem bikes have a wider turning radius and require additional space in transition. The guide is permitted to physically lead the athlete on the run course in areas where tripping hazards cannot be mitigated. Otherwise, the guide verbally provides instructions.

WHEELCHAIR CATEGORY

Athletes in the wheelchair category typically have spinal cord injuries affecting their lower or upper limbs. There are several pieces of equipment unique to the wheelchair category. Leg braces and wetsuit pants are used on the swim course (regardless of water temperature). Handcycles are used for the bike portion, and racing wheelchairs are used for the run portion. Handcycles are very low profile and require a wider turning radius. Racing wheelchairs require paved surfaces, have a wider turning radius, and need enough space to allow for passing.

Athletes in this category typically race with a competition partner (or “handler”) who helps them transition between the various pieces of racing equipment. These athletes will require assistance at the swim exit and may need the use of a pre-transition area to transfer into a day chair to then make their way into transition.